

Concrete Worker Resume Objective Builder Worksheet

Instructions: Complete each section of this worksheet before writing your resume objective. Your answers will help you create a customized objective that highlights your qualifications and matches the requirements of the job you're applying for.

Step 1: Job Information

Position Applying For:

Company Name:

Job Location:

Where did you find this job?

- ☐ Company Website
- ☐ Indeed
- ☐ LinkedIn
- ☐ ZipRecruiter
- ☐ Referral
- ☐ Other: _____

List five keywords from the job posting.

1. _____
2. _____
3. _____

4. _____
5. _____
-

Step 2: Construction Experience

How many years of concrete construction experience do you have?

- ☐ Less than 1 year
- ☐ 1–2 years
- ☐ 3–5 years
- ☐ 6–10 years
- ☐ More than 10 years

Which types of projects have you worked on?

- ☐ Residential homes
- ☐ Commercial buildings
- ☐ Industrial facilities
- ☐ Bridges
- ☐ Roads and highways
- ☐ Parking lots
- ☐ Sidewalks
- ☐ Driveways
- ☐ Foundations
- ☐ Retaining walls
- ☐ Decorative concrete

☐ Other:

Step 3: Technical Skills

Check the skills you possess.

- ☐ Form setting
- ☐ Concrete mixing
- ☐ Concrete pouring
- ☐ Screeding
- ☐ Floating
- ☐ Troweling
- ☐ Broom finishing
- ☐ Rebar installation
- ☐ Blueprint reading
- ☐ Concrete repair
- ☐ Concrete curing
- ☐ Site preparation
- ☐ Laser level operation
- ☐ Material estimation
- ☐ Heavy equipment support
- ☐ Construction safety
- ☐ Hand and power tools

☐ Team collaboration

Other skills

Step 4: Your Best Accomplishments

Include measurable achievements whenever possible.

Examples:

- Completed over 100 concrete installation projects.
- Reduced material waste by 15%.
- Maintained a perfect safety record.
- Finished projects ahead of schedule.

My accomplishments

1.

2.

3.

Step 5: Certifications and Training

Check all that apply.

☐ OSHA 10

☐ OSHA 30

- ☐ ACI Concrete Flatwork Finisher/Technician
 - ☐ First Aid
 - ☐ CPR
 - ☐ Forklift Certification
 - ☐ Scissor Lift Certification
 - ☐ Equipment Operator Training
 - ☐ Other:
-
-

Step 6: Personal Strengths

Select the qualities that best describe you.

- ☐ Reliable
- ☐ Hardworking
- ☐ Safety-conscious
- ☐ Detail-oriented
- ☐ Physically fit
- ☐ Team player
- ☐ Strong communicator
- ☐ Problem solver
- ☐ Adaptable
- ☐ Fast learner
- ☐ Time management

☐ Positive attitude

Other strengths

Step 7: What Is the Employer Looking For?

Review the job description and check the requirements you see.

- ☐ Concrete finishing
- ☐ Formwork experience
- ☐ Construction safety
- ☐ Blueprint reading
- ☐ Reliable attendance
- ☐ Teamwork
- ☐ Physical stamina
- ☐ Equipment operation
- ☐ Quality workmanship
- ☐ Attention to detail
- ☐ Ability to meet deadlines
- ☐ Problem-solving

Other employer requirements

Step 8: Build Your Resume Objective

Resume Objective Formula

Experience + Job Title + Top Skills + Achievement + Value to Employer

Template

"Dedicated Concrete Worker with _____ years of experience performing _____, Skilled in _____, _____, and _____. Proven ability to _____. Seeking to contribute strong workmanship, safety awareness, and teamwork to _____."

My First Draft

Resume Objective Checklist

Before adding your objective to your resume, make sure you can answer **Yes** to each question.

- ☐ I included the exact job title.
- ☐ I mentioned my years of experience.
- ☐ I highlighted my strongest concrete construction skills.
- ☐ I included a measurable achievement or strength.
- ☐ I used keywords from the job posting.
- ☐ I explained how I can benefit the employer.
- ☐ My objective is tailored to this specific position.

- ☐ My objective is concise and easy to read.
- ☐ My objective contains no spelling or grammar errors.
- ☐ My objective is ATS-friendly.

Final Resume Objective

Write your polished version below.
